



MUNICIPALITY OF ASINGAN

OFFICE OF THE MUNICIPAL MAYOR



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AWARDEE: 2016 2017 2019 2022

2/F Municipal Hall, Poblacion, Asingan, Pangasinan 2439 | Tel. (075) 632-8612
Email: asenso.asingan2022@yahoo.com | Website: www.asingan.gov.ph

EXECUTIVE ORDER NO. 034, S-2024

ESTABLISHING THE MUNICIPAL HUMAN RIGHTS ACTION CENTER (MHRAC) AND CONSTITUTING THE MUNICIPAL HUMAN RIGHTS ACTION TEAM (MHRACt) OF THE MUNICIPALITY OF ASINGAN, PANGASINAN, AND FOR OTHER PURPOSE

WHEREAS, Article II, Section 11 of the 1987 Constitution provides that "(t)he State values the dignity of every human person and guarantees full respect for human rights";

WHEREAS, Section 50(b)(1) of the Local Government Code of 1991 mandates the local government units at the level of the provinces, cities, municipalities, and barangays to create a Human Rights Committee (HRC) as one of the standing committees of their respective Sanggunian. The HRCs are mandated to develop local policies and legislations that will address issues on human rights, rule of law, and access to justice;

WHEREAS, DILG-CHR Joint Memorandum Circular No. 1, s. 2014 "Mainstreaming Human Rights through Rule of Law and Access to Justice at the Level of Provinces, Cities, Municipalities, and Barangays", mandates all local government units to ensure the inclusion of human rights, rule of law, and access to justice in programs, projects, and activities in their annual operation plans and provide support for the capacity-building of all LGU officials on human rights, rule of law, and access to justice;

WHEREAS, it is imperative to mainstream human rights, rule of law, and access to justice in local governance, integrate principles in local legislative and executive actions, ensure the accountability of local authorities in the promotion, protection, and full realization of all human rights, and instill greater awareness on human rights;

NOW, THEREFORE, I, Engr. CARLOS F. LOPEZ, JR., Municipal Mayor of Asingan, Pangasinan by virtue of the powers vested in me by law, do hereby order and decree the following:

SECTION 1. CREATION AND MANDATE. The Municipal Human Rights Action Center (HRAC) is hereby created under the Municipal Social Welfare and Development Office (MSWDO) to ensure the mainstreaming of human rights, rule of law, and access to justice principles. Corollary to its creation, the Human Rights Committee (HRC) shall have the following duties:

- Propose to and work for the passage of legislations by the Sanggunian that will protect, promote, and fulfill human rights, which includes the establishment of the local Human Rights Action Center;
- Ensure the inclusion of human rights programs, projects, and activities in the annual budget appropriation of the LGU;
- Coordinate with the CHR and DILG Central or Regional/Field Offices on human rights legislations; and
- Undergo capacity building on human rights and rights-based legislation.

SECTION 2. THE MUNICIPAL HUMAN RIGHTS ACTION TEAM. The MHRACt shall ensure that the LGU offices operate in a human rights-based manner and shall undergo capacitation on human rights-based local services delivery and governance. It shall be composed of the following:

Chairperson:	Engr. CARLOS F. LOPEZ, JR. – Municipal Mayor
Co-Chairperson:	TERESA O. MAMALIO – MSWD Officer
Members:	Hon. MELCHOR J. CARDINEZ, SR. – Sanggunian on Human Rights
	PORFERIO R. TENDERO – Senior Admin Assistant V/Municipal Administrator
	MANILA T. CORTEZ, EnP – Designated Temporary MPDC
	Dr. RONNIE S. TOMAS – Municipal Health Officer
	ROMMEL A. AGUILAR – Admin Aide III/Designated PIO
	PMAJ KATELYNE MAY D AWINGAN – PNP Chief Asingan MPS
	BRECHIE JANE O. ARELLANO – MLGOO Asingan
	Dr. ROSALINA B. SAGUIPED – DepEd District I Supervisor
	ROMULO T. OGANIZA – DepEd District II Supervisor
	BHRAO Association President
	BETTY V. RAFANAN – Asingan People's Council



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SECTION 3. DUTIES AND RESPONSIBILITIES. The MHRAcT shall have the following duties:

- Develop and implement the human rights plan of the local government unit;
- Propose to the Sanggunian the integration of human rights programs, projects, and activities in the annual budget appropriation;
- Recommend appropriate legislations to the Human Rights Committee of the Sanggunian;
- Utilize available resources for human rights promotion activities at their respective LGU;
- Spearhead and coordinate the implementation of human rights PPAs;
- Serve as hubs for Access to Justice Network;
- Posting of Human Rights Programs, Projects, and Activities by the respective LGU in their communication tools such as websites, bulletin boards, and newsletters;
- Provide legal and/or paralegal assistance to victims of human rights violations;
- Encourage participation of local government officials and CSOs in human rights promotion activities;
- Mobilize sectoral groups and locally-based people's organizations and civil society organizations in the community to participate in human rights activities;
- Publish feature articles on various human rights concerns and issues in local government websites, newsletters, and bulletin boards;
- Reproduce and disseminate Human Rights Information, Education, and Communication (IEC) materials within their respective LGU levels;
- Serve as information centers on Human Rights Programs and Services;
- Maintain and update the Directory of Human Rights Programs and Services within their respective LGU levels;
- Organize the association of HRAOs at the Municipal level and support their operations;
- Strengthen linkages with the regional/field offices of CHR and DILG, other human rights service providers and Civil Society Organizations in the implementation of human rights programs, projects, and activities;
- Organize capacity-building on human rights of all LGU officials in close coordination with regional/field offices of CHR and DILG;
- Establish and maintain a database of human rights situationers including the monitoring of status of complaints of human rights violations referred to CHR Regional Offices and other appropriate agencies; and
- Provide CHR with copies of its plans, accomplishment reports, situationers, and other pertinent documents on human rights.

SECTION 4. SPECIFIC DUTIES AND RESPONSIBILITIES. The MHRAT shall have the following specific duties and responsibilities:

- Provide technical inputs on human rights to the Municipal Human Rights Committee;
- Consolidate semestral Human Rights Situationer Reports submitted by the BHRAcTs and submit the same to the PHRAcT and have it published in the municipal websites, newsletters, and bulletin boards;
- Assist the BHRAcTs in referral of complaints of human rights violations to CHR Regional Offices and other appropriate agencies and monitoring their status thereof; and
- Assist the BHRAcTs in the conduct of human rights advocacy, information, and education activities.

SECTION 5. SECRETARIAT. The MHRAcT Secretariat shall be lodged at the Municipal Social Welfare and Development Office (MSWDO), and shall be composed of representatives from the MPDC and MLGOO, with the following duties and responsibilities:

- Receive, consolidate, and prepare Annual Human Rights Situationer Report submitted by the BHRAcT;
- Prepare minutes of the meeting;
- Assist in coordinating human rights matter with concerned agencies;
- Establish and maintain database of Human Rights reports;
- Maintain and update a directory of HRAcTs within its jurisdiction;
- Facilitate the administrative concerns of the HRAcT; and
- Prepare updates on the complaints received and referred by BHRAcTs.



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SECTION 6. BARANGAY LEVEL HRAC. There shall be a Barangay Human Rights Action Center (HRAC) which shall be supervised by the Barangay Human Rights Action Team (BHRAC), composed of the following:

- a) Barangay Human Rights Committee Chairperson as the Chair;
- b) Members:
 - i. Barangay Secretary
 - ii. Barangay Chief Tanod
 - iii. Barangay Health Worker
 - iv. Police Office assigned in the barangay;
 - v. Barangay VAW Desk;
 - vi. One (1) representative of the Barangay Council for the Protection of Children;
 - vii. One (1) representative of the Lupong Tagapamayapa;
 - viii. One (1) representative of the Barangay Peace and Order Committee;
 - ix. The principal from public or private school;
 - x. Barangay Social Welfare and Development Officer (LSWDO); and
 - xi. At least one (1) representative of CSOs/NGOs/POs

SECTION 7. MEETINGS. The MPRAT shall meet quarterly and may call a special meeting whenever necessary. All business matters that need to be decided upon shall be by majority vote.

SECTION 8. SUPPLEMENTARY CLAUSE – On matters not provided in this Order, any applicable laws and their corresponding implementing rules and regulations, executive orders and relevant issuances therefore shall be applied in a supplemental manner.

SECTION 9. REPEALING CLAUSE. All orders, rules, regulations, and other related issuances inconsistent with or contrary to this Order are hereby repealed, amended, or modified accordingly. All other provisions of existing issuances which are not affected by this Order shall remain valid and in effect.

SECTION 10. SEPARABILITY CLAUSE. In the event any provision in this Order shall be declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby.

SECTION 11. EFFECTIVITY. This Order shall take effect immediately.

Let copies hereof be furnished to all concerned for information, reference, and guidance.

DONE this 18th day of July 2024 in the Municipality of Asingan, Pangasinan.

Engr. CARLOS T. LOPEZ, JR.
Municipal Mayor